



BOB RILEY  
GOVERNOR

STATE OF ALABAMA  
**DEPARTMENT OF MENTAL HEALTH**  
**GREIL MEMORIAL PSYCHIATRIC HOSPITAL**  
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JOHN M. HOUSTON  
COMMISSIONER

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**REVISED**  
**ANNOUNCEMENT OF INTENT TO FILL A NON-MERIT SYSTEM POSITION**  
**EQUAL OPPORTUNITY EMPLOYER**

<b><u>JOB TITLE:</u></b>	<b>Mental Health Interpreter I - BAILEY DEAF UNIT (BDU)</b>	<b><u>NUMBER:</u></b>	<b>10-14</b>
<b><u>JOB CODE:</u></b>	<b>B 6000</b>	<b><u>DATE:</u></b>	<b>12/03/10</b>
<b><u>SALARY RANGE:</u></b>	<b>73 (\$37,389.60 – \$56,685.60)</b>	<b><u>PCQ#:</u></b>	<b>8833003</b>
<b><u>JOB LOCATION:</u></b>	<b>Greil Memorial Psychiatric Hospital 2140 Upper Wetumpka Road Montgomery, Alabama 36107</b>		

**QUALIFICATIONS:** Bachelor's degree in Interpreting, Linguistics, Deaf Studies, Psychology, Sociology, or a related human service field, plus (24 months or more) of paid experience interpreting in a variety of different settings; OR High school diploma or GED equivalency, plus considerable (48 months or more) of paid experience interpreting in a variety of different settings.

**NECESSARY SPECIAL REQUIREMENTS:** Must be licensed or eligible for licensure by the Alabama Licensure Board of Interpreters and Transliterators. Must be certified or eligible to receive certification as a QMHI (Qualified Mental Health Interpreter) or its equivalent. Certification must be obtained within 24 months of hire. Must have a valid driver's license to operate a vehicle in the State of Alabama.

**KIND OF WORK:** This is professional-level work providing specialized interpreting services in a state psychiatric facility. The position works directly with individuals who are deaf and hard of hearing and who have co-occurring disorders of mental illness and substance abuse with or without mental retardation or other mental disabilities. Work involves interpreting between deaf or hard of hearing consumers and service providers in a hospital or other providers outside of the hospital. Work is primarily performed in a hospital setting, with occasional interpreting services to support other activities of the Alabama Department of Mental Health & Retardation. Administrative supervision is provided by the Program Director of the Bailey Deaf Unit and clinical supervision by the statewide Mental Health Interpreter Coordinator.

**REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:** Knowledge of American Sign Language. Knowledge of the function of a professional interpreter and interpreting Code of Ethics. Knowledge of deafness and deaf culture. Knowledge of telecommunication devices and their use. Ability to interpret between consumers using a variety of dialects and fluency levels. Ability to communicate effectively both orally and in writing. Ability to provide training in

American Sign Language, Deaf awareness, interpreting and the use of adaptive technology. Ability to utilize computer, internet resources and various software packages. Ability to work a flexible work schedule to include nights and/or weekends as needed. Ability to coordinate and supervise the work of contract interpreters.

**METHOD OF SELECTION:** Applicants will be rated on the basis of an evaluation of their training, experience and education and should provide adequate work history identifying experiences related to the duties and minimum qualifications as mentioned above. All relevant information is subject to verification.

**HOW TO APPLY:** Use an official application for Professional Employment (Exempt Application), which may be obtained from this office, other Department of Mental Health and Retardation facility Personnel Offices, or at [www.mh.state.al.us](http://www.mh.state.al.us). **Only work experience detailed on the application form will be considered.** Additional sheets, if needed, should be in the same format as the application.

**RESUMES WILL NOT BE ACCEPTED IN LIEU OF AN OFFICIAL APPLICATION.**

Applications should be returned to the Human Resources Department, Greil Memorial Psychiatric Hospital, 2140 Upper Wetumpka Road, Montgomery, Alabama 36107, by **UNTIL FILLED** to be considered for this position.

**COPIES OF LICENSES/CERTIFICATIONS SHOULD BE FORWARDED WITH YOUR APPLICATION OR FURNISHED DURING THE INTERVIEW. AN OFFICIAL COPY OF YOUR ACADEMIC TRANSCRIPTS MUST BE FORWARDED BY THE COLLEGE OR UNIVERSITY TO THE HUMAN RESOURCES OFFICE AT THE ABOVE ADDRESS.**

**APPLICANTS BEING GIVEN SERIOUS CONSIDERATION FOR EMPLOYMENT WILL BE SUBJECT TO A BACKGROUND CHECK. DRUG TESTING WILL BE REQUIRED BEFORE AN OFFER OF EMPLOYMENT IS CONFIRMED.**

***JOINT COMMISSION ACCREDITED***